

STATE OF HAWAII

NOTICE OF AND REQUEST FOR EXEMPTION  
FROM CHAPTER 103F, HRS

'13 MAR 28 P2:04

To: Chief Procurement Officer

STATE PROCUREMENT OFFICE  
STATE OF HAWAII

From: Dept. of Health/Family Health Services/Maternal and Child Health  
*Department/Division/Branch or Office*

Pursuant to § 103F-101(a)(4), HRS, and Chapter 3-141, HAR, the Department requests a procurement exemption to purchase the following:

1. Title and description of health and human service(s): Early Head Start Programs: An evidence based home visiting model which is the home-based component of the Head Start Program.	
2. Provider Name and Address:	Parents and Children Together 1485 Linapuni Street Suite 105 Honolulu, Hawaii 96819  Family Support Services of West Hawaii 75-127 Lunapele Road Suite 1 Kailua-Kona, Hawaii 96740-2199  Maui Family Support Services 1844 Wili Pa Loop Wailuku, Hawaii 96793-1272
3. Total Contract Funds:	\$0
Contract Funds per Year (if applicable):	\$0
4. Reference number of Previous Request for this Service (if applicable):	PEH No. 12-36
5. Term of Contract:	Start: 10/1/13 End: 2/28/14

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6. Describe how procurement by competitive means is either not practicable or not advantageous to the State:  
 The 3 above named entities are the only agencies designated by the Secretary of Health and Human Services (HHS) as Early Head Start providers for the state. Only these 3 meet the HRSA and MIECHV requirement for administering the Early Head Start evidence-based program.

The contracts were not executed until February, 2013, but funds were allocated for 12 months. This is a request for a no cost extension so that programs can operate an Early Head Start program with some assurance that they can enroll families for at least one year. Pending availability of funds, the DOH may consider requesting an extension for these contracts as best practice is to enroll families and retain them in the program until the target child is 3 years old. We project that programs will not be able to draw down their full allocation for the first 2-3 months since compensation and payment is based on enrollment of number of participants. It will take some time to hire staff to take on the full caseload required. PEH No. 12-36 approved contracting through 9/30/13, but due to late execution of contracts, this is a request to extend the term of the contract to utilize the funds.

7. Describe the reason for the selection of the provider including a description of how the procedure ensured the maximum fair and open competition practicable:

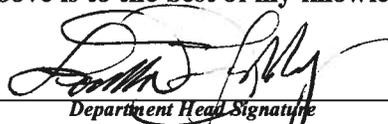
The MIECHV grant recognized a limited number of evidence-based home visiting models that would qualify for MIECHV support. The Early Head Start program is one of these models. The 3 above named entities have been designated by the Secretary of HHS as Head Start providers for Hawaii. These providers will keep their designation as long as they are in compliance with the Head Start Act and re-apply for designation every 5 years.

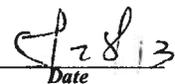
8. Describe the state agency's internal controls and approval requirements for the exempted procurement:  
 Internal controls will occur in accordance with the Head Start Act. Each agency must continue to be in compliance and will lose MIECHV funding and support should they lose or relinquish their designation. MIECHV Authorization: Patient Protection and Affordable Care Act, P.L. 111-148, Social Security Act, Title V, Section 511 (b) (42 U.S.C. 701) as amended by the Patient Protection and Affordable Care Act of 2010.

9. List the state agency personnel, by position title, who will be involved in the approval process and administration of the contract:  
 Cindy Hirai, Program Head, MCHB Home Visiting Unit

10. Direct questions to (name & position):	Cindy Hirai, Program Head, MCHB Home Visiting Unit
Phone number:	808-733-9042
e-mail address:	cindy.hirai@doh.hawaii.gov

**I certify that the information provided above is to the best of my knowledge true and correct.**

  
 Department Head Signature

  
 Date

Loretta J. Fuddy, A.C.S.W., M.P.H.  
 Typed Name

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**NOTICE**

The chief procurement officer is considering this request for exemption and, if there is good cause, the state intends to exempt the purchase as described in the request. Any inquiries regarding the purchase shall be directed to the contact person noted in item 10 of the request. Any concerns regarding the exemption shall be in writing and received by the chief procurement officer within seven days of the date the notice was first posted. Concerns shall be mailed to: Aaron Fujioka, Chief Procurement Officer, State Procurement Office, 1151 Punchbowl St., #230A, Honolulu, HI 96813.

**FOR CHIEF PROCUREMENT OFFICER USE ONLY**

Chief Procurement Officer's Comments:

This approval is for the procurement process only. Service provider(s) are required to be compliant with applicable laws, and verified on the Hawaii Compliance Express. This award is required to be posted on the Awards Reporting System. If there are any questions, please contact Corinne Higa at 587-4706, or corinne.y.higa@hawaii.gov.

APPROVED     DISAPPROVED     NO ACTION

  
Chief Procurement Officer Signature

4/10/2013  
Date

Please ensure adherence to applicable administrative requirements.